

The Michigan Nurses Association bargaining unit represents this position. Therefore, there may be contract language which could require consideration in the selection process.

MACOMB COUNTY

VACANT POSITION POSTING

CLASSIFICATION TITLE: Team Leader (4 positions)

OPENING DATE: 02-03-06

CLOSING DATE: Open until filled

DEPARTMENT: Martha T. Berry Medical Care Facility

SALARY RANGE: \$47,907.93 to \$54,440.83

CURRENT HOURS AND STARTING TIME: Full time (40 hours per week) position; the starting time for this position currently is 3:00 p.m.

F.L.S.A. STATUS: Exempt

APPOINTING AUTHORITY: Administrator

GENERAL RESPONSIBILITIES:

The employee in this classification, under the direction of an assigned supervisor, provides direct nursing care utilizing appropriate nursing techniques, procedures, practices in accordance with current Federal, State and local standards, Facility policies and Long Term Care Regulatory requirements; allocates the type and amount of nursing care to residents; administers nursing care related to resident assessed needs; evaluates the effectiveness of resident care; recognizes and interprets symptoms, records resident's conditions and vital signs; performs related duties as assigned.

ESSENTIAL FUNCTIONS:

- Provides direct nursing care utilizing appropriate nursing techniques, procedures, practices in accordance with current Federal, State and local standards, Facility policies and Long Term Care Regulatory requirements.
- Acts as a clinical resource and provides support to other Registered Nurses, Licensed Practical Nurses and Competency Evaluated Nursing Assistants (CNA).
- Documents nursing care provided; initiates resident referrals to other disciplines as appropriate; reviews resident records for accuracy, completeness and intervention.
- Performs assessments of physical and psychological conditions of residents; makes daily rounds, formulates, updates and implements nursing care plans.

ESSENTIAL FUNCTIONS (continued):

- Utilizes Facility and HCFA required Resident Assessment Instrument (RAI) for Long Term Care and the associated legal records including, Resident Assessment Protocols (RAPs), Trigger sheet, Significant Changes, Quarterly and Annual MDS and Summary Reports.
- Notifies attending physician and legal guardian when the resident becomes critically ill or injured.
- Ensures appropriate use of equipment for the transfer and positioning of residents per their individualized care plans.
- Ensures total nursing care, including but not limited to, restorative nursing and dietary provisions, medications, treatments and other physician orders are provided for residents; ensures nursing records are accurate and complete.
- Ensures that the assigned unit is maintained in a clean and safe manner; ensures that established infection control procedures and isolation techniques are followed.
- Supports interdisciplinary team approach to resident care.
- Bends, stoops, reaches and stands long periods of time while providing direct nursing services.
- Lifts, moves and carries medical supplies and equipment.
- Manual dexterity for administering injections and other nursing procedures.
- Observes and initiates documentation of Code of Conduct Violations and reports to Unit Manager.
- Participates in the formulation and implementation of policies and procedures of medical and nursing services.
- Participates in in-service training programs and/or workshops.
- Orders equipment, supplies and medications as needed.

ADDITIONAL FUNCTIONS:

- The statements contained in this position description are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not to be construed as an exhaustive list of all job duties performed.

EDUCATION, TRAINING AND EXPERIENCE:

- An Associate Degree in Nursing from an accredited college or university or a Nursing school diploma.
- Be licensed by the Michigan Board of Nursing to practice as a Registered Nurse, and must maintain licensure.
- Previous nursing experience is preferred.

EDUCATION, TRAINING AND EXPERIENCE (continued):

- Be physically able to perform the essential functions of the position, with or without reasonable accommodation.

ADDITIONAL QUALIFICATIONS:

- Knowledge of nursing principles and methods; familiarity with the organization, functions, policies, regulations and procedures of hospital, long-term care/medical care facilities.
- Ability to use good professional judgement for the welfare and safety of residents and employees; acts as resident advocate.
- Ability to transfer and move residents as necessary to provide safe care and services as determined by the individualized plan of care.
- Ability to establish and maintain effective working relationships with co-workers, residents, residents' families and guests.
- Ability to utilize computer programs to support documentation requirements; previous computer knowledge preferred.
- Knowledge of Eden Alternative Principles and willingness to support the Eden philosophy within the Facility.
- Effective written and oral communication skills.
- Ability to maintain confidentiality of resident care and Facility matters.
- Ability to conduct oneself with tact and courtesy.

All interested, current Macomb County employees, including full-time, part-time and temporary hires, must complete an Application for Internal Candidates and submit it to the Human Resources Department by 5:00 p.m. on the closing date. Internal applications can be obtained on the County Intranet or from the Human Resources Department.

THE COUNTY OF MACOMB IS AN EQUAL OPPORTUNITY EMPLOYER